



**TO:** Adult Education Consortia Partners

**FROM:** Gina DelSanto, Ph.D. *GD*  
Senior Deputy Commissioner, Policy, Education and Training

**DATE:** February 3, 2012

**SUBJECT:** DWD Policy 2011-09  
GED Testing

**Purpose**

This policy provides guidelines for General Educational Development (GED®) testing in Indiana.

**Rescission**

None

**Content**

The Department of Workforce Development (DWD), Division of Adult Education will grant the Indiana GED Certificate of Achievement (GED Certificate) to those individuals who earn an official passing score on the GED Tests, provided jurisdictional policy requirements referenced in this document and GED Testing Service (GEDTS) policy are met. GEDTS requirements can be found online in the GEDTS Policies and Procedures Manual:

<http://www.cde.ca.gov/ta/tg/gd/documents/gedplcyprcdr08.pdf>

**GED Candidate Eligibility**

The GED Tests may be administered only to individuals who do not hold a high school diploma and who meet the following minimum guidelines:

- Be a resident of the state of Indiana for a minimum of thirty (30) days immediately preceding the day of testing; and
- Be at least eighteen (18) years of age; or
- At least sixteen (16) years of age, if a superintendent (as defined in IC 20-18-2-21) recommends that the individual participate in the testing program.

GED Chief Examiners and GED Examiners are responsible for verifying that each GED candidate tested is eligible to take the GED Tests and that each candidate can prove identity. Valid driver's licenses, valid passports, military IDs, or other forms of government-issued (national or foreign) identification that show name, address, date of birth, signature, and photograph are all acceptable forms of identification. Eligibility documentation must be kept on file at the testing center.

#### Minimum Passing Score

To earn a passing score on the GED Tests, a candidate must earn a total score of two thousand, two-hundred fifty (2,250) points or higher on all five tests with no individual test score below four hundred ten (410).

#### Reporting of Scores

DWD shall enter into contract with a credentialing partner and a certified GEDTS scoring partner. The Official Transcript of GED Test Results will be issued to GED candidates by the selected credentialing partner on behalf of DWD, given that all scoring and reporting requirements mandated by GEDTS are met. Scores achieved on the GED Test are official only when scored and reported by the credentialing and scoring partner(s) selected by DWD.

#### Time Limit

An applicant must complete all five (5) tests in the GED test battery within sixty (60) days. On the sixty-first day, if the full GED test battery remains incomplete, test scores for the incomplete test battery will be invalidated. The applicant will be required to retake the invalidated tests and once again will have sixty (60) days to complete the GED test battery.

#### Retesting

Candidates may retest on an alternate form of the GED test/s but may not take the same form of the test/s in a single calendar year. The full battery of five GED tests does not have to be completed prior to retesting on any single test. A GED candidate who has already earned a GED certificate may only retest if a higher score is needed to meet an admission requirement for postsecondary education or training, to meet employment requirements, or to enlist in the armed forces.

#### Testing Fees

Beginning in 2012, the GED Test Battery will be offered in two formats: paper-based testing (PBT) and computer-based testing (CBT). Fees for each of the formats are determined as follows:

- PBT: Testing Centers may determine the fee based on the cost of the tests and processing time required. It may not be more than seventy dollars (\$70).
- CBT: GEDTS has set the standard fee of one hundred and twenty dollars (\$120) for the CBT test battery and twenty four dollars (\$24) for each CBT content area test. Testing Centers may reduce these costs by issuing vouchers to test takers.

#### **Effective Date**

Immediately

#### **Ending Date**

Upon Rescission

**Ownership**

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**Action**

Indiana's adult education system will follow the guidance contained in this policy.